

Conflict of Interest Code
of the

MENTAL HEALTH, DEPARTMENT OF

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Director and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

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EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Director of Mental Health or his or her designee of the agency. (See footnote for clarification.)

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EXHIBIT “B”

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Administrator, Justice Programs, MH	2, 3
Assistant Director, MH	1, 2, 3
Assistant Division Chief, Public Guardian, MH	1, 2, 3
Chief, Administrative Support Bureau, MH	4
Administrative Services Division Manager, Contracts	4
Chief Deputy Director, MH	1, 2, 3
Chief, Mental Health Psychiatrist – Adult Justice Housing	2, 3
Clinical Psychologist II – TAR	4
Consultant/New Positions*	5
Contracts Program Auditor	4
Departmental Chief Information Officer II	4
Information Technology Manager III	4
Information Systems Manager I	4
Information Systems Supervisor III	4
Deputy Director, MH	1, 2, 3
Deputy Public Conservator/ Administrator I	1, 2, 3
Deputy Public Conservator/ Administrator II	1, 2, 3
Director of Mental Health	1, 2, 3
Division Chief, Public Guardian, MH	1, 2, 3

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EXHIBIT “B” (Cont’d)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Division Chief, Program Development	4
Finance Manager, MH – Administrative Deputy	1, 2, 3
Departmental Finance Manager III	2, 3
Medical Director, M.D., Mental Health	1, 2, 3
Administrative Services Manager I -Contracts and Grants	4
Administrative Services Manager II -Contracts and Grants	4
Administrative Services Manager III -Contracts and Grants	4
MH Clinical District Chief	1, 2, 3
MH Clinical Program Manager III	1, 2, 3
MH Clinical Program Head	4
MH Counselor, RN – TAR	4
MH Psychiatrist – TAR	4
Pharmacy Services Chief III, MH	4
Program Director, Consumer Rights and Advocacy	4
Supervising Psychologist - TAR	4
Sr. Deputy Public Conservator/Administrator	1, 2, 3
Sr. MH Counselor, RN-TAR	4
Supervising Deputy Public Conservator/Administrator, MH	1, 2, 3
Supervising Mental Health Psychiatrist – TAR	4
Departmental Information Security Officer II	4

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EXHIBIT “B” (Cont’d)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Director of Mental Health or his or her designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Director of Mental Health or his or her designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE: 10-07-2015